

INFORMATION PAPER

SUBJECT: Nontactical (Government) Vehicle Usage

1. Purpose. To provide guidance to Fort Belvoir employees on the proper use of nontactical or government vehicles. If you have questions, contact the Office of the Staff Judge Advocate (OSJA) at (703) 805-4393.

2. References.

a. DoD 4500.36R, Management, Acquisition, and Use of Motor Vehicles, 16 March 2007
672-8, Decorations, Awards, and Honors, 15 October 2012

b. Department of Defense Instruction 4515.7, Use of Motor Transportation and Scheduled DoD Bus Service in the National Capital Region, July 31, 1985

c. Army Regulation 58-1, Management, Acquisition and Use of Motor Vehicles, 12 June 2014

3. Discussion.

BLUF. The use of non-tactical, or government vehicles is restricted to official use.

a. Definitions.

(1) **Non Tactical Vehicle (NTV), c/k/a “Government-owned vehicle (GOV)”**: A motor vehicle or trailer of commercial design acquired and assigned on the basis of authorization documents and used for providing administrative, direct mission, or operational transportation support of military functions. All DoD sedans, station wagons, carryalls, vans, and buses are considered “nontactical”

(2) **Official Use**: Use which, in consideration of all applicable factors, furthers the successful completion of a DoD function, action, or operation, and is otherwise consistent with the purpose for which DoD originally acquired the vehicle. Generally, “official use” does not include; private social functions; personal errands or side trips for unofficial purposes; personal medical appointments not required as a condition of employment or service in the Army; transportation of dependents or visitors without an accompanying official; or in support of non-DoD activities unless specifically approved under Army Regulations.

b. Travel to and from Airports: NTV use for travel to and from commercial and military airports is permitted only when:

(1) Used by principal diplomatic officials or the Secretary of the Army or Chief of Staff.

(2) During a Soldier’s emergency leave to transport the Soldier to the airport quickly or for security.

(3) Terminals are located where other means of transportation are not available or cannot meet mission requirements.

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c. Travel to/from Residences. Generally, NTVs will not be used for domicile-to-duty (D-T-D) travel, unless a very limited exception applies. AR 58-1, para. 2-4d. (See AR 58-1 at Chapter 4 for a list of narrow exceptions.) However, if an individual is on valid TDY orders and a NTV is authorized, a NTV may be permitted- and even overnight at the individual's residence. The basic consideration will be that the individual would have to travel a long distance to pick up the vehicle and then turn around and drive back in the same direction to proceed to the TDY site. AR 58-1, para. 4-3e. Additionally, the use of NTVs for travel to/from places of residence and airports is not permitted, absent a narrow exception as outlined above and in AR 58-1, para. 4-6.

d. Travel to/from Restaurants. NTVs must not be used for transportation to or be parked at commissaries, post or base exchanges (including all concessions), bowling alleys, officer and NCO clubs, or non-appropriated fund activity unless personnel using the NTVs are on official business or TDY. AR 58-1, para. 2-4c. Even if Servicemembers are on official business, a stop at a fast food establishment is generally considered a personal errand or side trip for unofficial purposes, and therefore not authorized.

e. NTV Use & Senior Officers. NTVs will not be provided based solely on reasons of rank, position, prestige, or personal convenience. AR 58-1, para. 2-4a. If a senior officer is participating in an official ceremony, transportation with the NTV must begin and end at the senior officer's normal place of duty, or other officially designated assembly area, but not a personal residence. AR 58-1, para. 2-3a(3).

f. NTV Use & Distinguished Visitors (DVs). NTVs may provide transportation to DVs when accompanied by official personnel conducting official business. AR 58-1, para. 2-3 & 2-4b.

g. NTV Use & Spouses. The spouse of a Government employee may be transported in an Army motor vehicle only when accompanying the military member or civilian employee in the Government vehicle. Such use will be authorized beforehand to accomplish official business, and depends on space available (DOD 4500.36-R, paragraph 2-5g). The ordering of additional or larger vehicles to take advantage of the spouse transportation provision will be considered misuse. AR 58-1, para. 2-3b.

h. Modes of Transportation within the National Capitol Region. There are essentially two policies: one that applies during normal business hours, and one that applies before and after normal business hours.

(1). During normal business hours: Public and commercial transportation in the NCR is adequate in all situations except emergencies or when security requirements or unusual circumstances warrant use of government owned or leased transportation. Simply put, unless there is an emergency or security requirements dictate, service members may not use government owned or leased cars to travel to or from commercial airports in the NCR. See paragraph 4.2 of reference b. above.

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(2). During normal business hours: Service members should consider the following alternative travel methods, in the order listed, when traveling to or from airports in the NCR for official purposes during normal business hours: 1) DoD scheduled bus service, if available; 2) Scheduled public transportation (Metrorail/Metrobus); 3) DoD motor vehicle; 4) Voluntary use of privately owned vehicles on a reimbursable basis; and 5) Taxicab on a reimbursable basis. See paragraph 4.4 of reference b. above

(3). Before or after normal business hours: The alternative travel methods change slightly. If a service member needs to get to or from a commercial airport in the NCR for official purposes before or after published duty hours, the following modes of transportation must be considered before requesting a DoD motor vehicle: 1) DoD scheduled bus service; 2) scheduled public transportation (Metrorail/Metrobus); 3) Voluntary use of privately owned vehicles on a reimbursable basis; 4) taxicab on a reimbursable basis; and 5) DoD motor vehicle.

(4). Andrews Air Force Base, Davison Army Airfield and Fort Belvoir: Since public and commercial transportation to and from these two air terminals is not routinely available, a DoD motor vehicle may be used to transport service members on official business without first attempting alternative modes of transportation.

MR. SEAMUS K. BARRY/IMBV-JA/4378
APPROVED BY: LTC LEMAY